



Manager's Report

for Council Meeting of September 13, 2005

FINANCE

Listed below are new businesses licensed during this period:

Business Name

A Bead at a Time	Mary Lazar Designs
Aurora Phone Services	Mibarrio Restaurant
Autoban at Leesburg	Northern Virginia Driver Improvement
Bead Artist	Palace of Tradition
Challenge Camps, LLC	Powercell Embroidery
Dalby, Deborah	Powercallsirens.com
Dogs on Wheels	R&P Truck Service
E V M S Consulting Group, LLP	Rath Dè
F.G. Platt & Company	S W Excellence
Faith Diversified Investments	Silver Shears Salon, LLC
Gedo, Christopher	Sonny-N-Son's Painting
GM Cars Corp	Sumner Leesburg, LP
Heritage Management Services	Terwilliger, Nancy
Innovative Construction Management	TMC Electric
J&R Professional Cleaning	Wendy Marszalek Tutoring Services
Leesburg Cleaners	Willows Gate, LLC
Loudoun Computer Professionals	Wilson H. Decamp Consulting
Marian Construction	

HUMAN RESOURCES

New hires and terminations for the period of August 1 to September 2, 2005

New Hires

Tami Watkins

Position

Management Specialist

Department

Executive

Separations

Jared Wilson
Michael Mayl
JC Blaylock
Antonio Gattis
Khemra Oeur

Utility Inspector
Utility Maint. Wkr. I
Police Officer I
Assist. Fitness Supv.
Custodian

Utilities
Utilities
Police
Parks & Recreation
Parks & Recreation

Manager's Report
PLANNING, ZONING & DEVELOPMENT

-2-

September 13, 2005

PLANNING DIVISION

DIVISION OF CURRENT PLANNING PLAN REVIEW ACTIVITY			
PLANS REVIEWED DURING THE PERIOD OF: AUGUST 2, 2005 – SEPTEMBER 6, 2005			
Project Name (Address/Location)	Project Type	Submission Number	Proposal Description
South King Street Center (800 block South King Street, SE) TLBV-2005-0002	Boundary Line Vacation Plat	2 nd	Proposal to vacate some existing property boundaries related to the construction of 20,192 square feet of retail uses including, but not limited to, a daycare and a drive-thru bank.
South King Street Center (800 block South King Street, SE) TLBV-2005-0002	Easement Plat	2 nd	Proposal to create various on-site easements related to the construction of 20,192 square feet of retail uses including, but not limited to, a daycare and a drive-thru bank.
South King Street Center (800 block South King Street, SE) TLPF-2004-0011	Final Development Plan	3 rd	Proposal to construct 20,192 square feet of retail uses including, but not limited to, a daycare and a drive-thru bank.
Oaklawn rough grading plan TLPF-2005-0007	Preliminary/Final Development Plan	1 st	
Leesburg Central TLBA-2005-0005	Boundary Line Adjustment Plat	1 st	
Virginia Village, Parcel A, Lots 11-13 TLRD-2005-0002	Revision to Approved Development Plan	2 nd	
Carr Tank TLSE-2005-0004	Special Exception Referral	1 st	
Potomac Station, Parcel B (Arby's) TLPF-2005-0004	Preliminary/Final Development Plan	2 nd	Proposal to construct a 2,246 square foot fast food drive-thru restaurant.
Banyan Cove TLBV-2005-0003	Boundary Line Vacation Plat	1 st	
Town of Leesburg Executive Airport TLBA-2005-0001	Boundary Line Adjustment Plat	2 nd	
Town of Leesburg Executive Airport TLBA-2005-0002	Boundary Line Adjustment Plat	2 nd	
Villages at Leesburg/Route 7 Interchange	Request for Preliminary/Final Development Plan Authorization	1 st	
Villages at Leesburg/Russell Branch Parkway	Request for Preliminary/Final Development Plan Authorization	2 nd	
Exeter Neighborhood Center TLPF-2004-0001/DP 89-02 (At the northwest corner of the intersection of Battlefield Parkway and the Leesburg Bypass)	Preliminary/Final Development Plan	7 th	Proposal to construct a 40,000 square foot retail center.
Leesburg Plaza Shopping Center TLRD-2005-0007	Revision to Approved Development Plan	1 st	Proposal to construct certain sewer line revisions.
Leesburg Veterinary Specialist (Carlton Subd, Lots 1 & 2) (100-200 block of Fort Evans Rd) TLPF-2005-0005	Preliminary/Final Development Plan	1 st	Proposal to construct an 18,300 square foot building for a veterinary clinic.
Leesburg Commerce Center [Previously Bradshaw Plaza] (Carlton Subd, Lots 3, 4 and 5) (100-200 block of Fort Evans Rd) TLPF-2005-0006	Preliminary/Final Development Plan	1 st	Proposal to construct 91,816 square feet of office and retail uses in 2 three-story buildings on 5.4 acres.

Truckers Supply	Request for Preliminary/Final Development Plan Authorization	4 th	
Leesburg Central TLPF-2004-0015	Preliminary/Final Development Plan	3 rd	
Harrison Park TLZM-2005-0001	Rezoning Referral	2 nd	
Catoctin Retail Center	Sketch Plan	1 st	
Potomac Crossing, Section 10, Lot 851 TLES-2005-0022	Easement Plat	1 st	
Exeter Neighborhood Center TLES-2005-0016 (At the northwest corner of the intersection of Battlefield Parkway and the Leesburg Bypass)	Easement Plat	1 st	Proposal to create easements in conjunction with the construction of a 40,000 square foot retail center
Banyan Cove TLES-2005-0021	Easement Plat	1 st	
Waterford Road Daycare	Sketch Plan	1 st	
Waterford Road Office Building	Sketch Plan	1 st	

**PLANS ACCEPTED FOR REVIEW DURING THE PERIOD OF:
AUGUST 2, 2005 – SEPTEMBER 6, 2005**

Project Name (Address/Location)	Project Type	Submission Number	Proposal Description
Fort Evans Plaza II, Fort Evans Road Improvements TLPF-2005-0011	Preliminary/Final Development Plan	1 st	Proposal to construct certain public road improvements including road widening, curb, gutter, sidewalk and storm drainage improvements.
Villages at Leesburg/Russell Branch Parkway	Request for Preliminary/Final Development Plan Authorization	2 nd	
Harrison Park TLZM-2005-0001	Rezoning Referral	2 nd	
Waterford Road Daycare	Sketch Plan	1 st	
Waterford Road Office Building	Sketch Plan	1 st	
Town of Leesburg Executive Airport TLBA-2005-0002	Boundary Line Adjustment Plat	2 nd	
Truckers Supply	Request for Preliminary/Final Development Plan Authorization	4 th	
Banyan Cove TLPF-2005-0002	Final Development Plan	2 nd	
Star Pontiac Storm Sewer TLPF-2003-0001	Preliminary/Final Development Plan	SS	
Route 15 Trail Improvements TLCI-2003-0005	Capital Improvements Plan	2 nd	
Tavistock Farms Multifamily TLRD-2005-0009	Revision to Approved Development Plan	1 st	
Kincaid Forest, Section 3 (THs) TLPS-2005-0002	Preliminary Subdivision Plat	1 st	
Arcadia Office Building, Sycolin Road TLPF-2005-0010	Preliminary/Final Development Plan	1 st	
Potomac Crossing, Section 10, Lot 851 TLES-2005-0022	Easement Plat	1 st	
Banyan Cove TLES-2005-0021	Easement Plat	1 st	
Kincaid Forest, Battlefield Parkway TLPF-2005-0009	Final Development Plan	1 st	
Oaklawn rough grading plan TLPF-2005-0007	Preliminary/Final Development Plan	1 st	
Catoctin Retail Center	Sketch Plan	1 st	

PLANS APPROVED OR RECORDED DURING THE PERIOD OF: AUGUST 2, 2005 – SEPTEMBER 6, 2005			
Project Name (Address/Location)	Project Type	Submission Number	Proposal Description
Loudoun County High School Building Addition & Bus Loop Expansion TLPF-2005-0003 (At the northwest corner of the intersection of Dry Mill Road and Catocin Circle)	Preliminary/Final Development Plan	2 nd	Approved - Proposal to construct an addition onto the existing school and expand the existing bus loop.

ZONING DIVISION

Zoning Permits Issued Residential

Stowers, 12 SFD - \$100,000

Fairview, 1 SFD - \$220,000

Potomac Station, 31 SFA - \$45,000

Potomac Crossing, 9 SFA - \$55,000

Zoning Permits Issued Commercial

None

Occupancy Permits Issued Residential

Potomac Crossing, 8 SFA

Stowers, 37 SFD

Hawks View Glen, 8 SFA

Potomac Station, 2 SFD

Rosebrook, 3 SFD

Occupancy Permits Issued Commercial

210 Wirt St SW – New Office Building

SPECIAL EXCEPTIONS: 17 ACTIVE, AND 1 UNDER ACCEPTANCE REVIEW

1. TLSE-2003-0007, 9 Cardinal Park Drive (Jerry's Ford): Located in the southwest quadrant of the intersection of Trailview Boulevard and Cardinal Park Drive. The applicant, John's Ford, Inc. t/a Jerry's Leesburg Ford, seeks special exception approval for an outdoor vehicle storage use on a portion of a 3.58-acre parcel. The plans were rejected for review on November 19, 2003. The applicant submitted a traffic study on November 12, 2004 and the revised application has been accepted. First submittal comments were sent to the applicant on January 31, 2005. Second submittal review comments were sent to applicant on May 20, 2005. A public hearing before the Planning Commission was held on June 16, 2005 and on July 7, 2005 the Commission recommended approval with conditions by a vote of 5-0. The Town Council public hearing was held August 9, 2005 and a vote is scheduled for September 13, 2005.

2. TLSE-2004-0002 Leesburg Plaza West: Located on north side of East Market Street behind the Long & Foster building. The applicant seeks special exception approval to permit a 3,663 square foot bank with three drive-thru lanes on a proposed 54,000 square foot pad site. The plans were accepted for review on February 18, 2004. The applicant has requested that staff delay review until further notice.

3. TLSE-2004-0003 Leesburg Plaza East: Located at the northwest quadrant of the intersection of Plaza Street and Market Street (in front of the Office Depot store). The applicant seeks special exception approval to permit a 3,244 square foot bank with two drive-thru lanes on a proposed 34,590 square foot pad site. The plans were accepted for review on February 18, 2004. The applicant has requested that staff delay review until further notice.
4. TLSE-2004-0008 Meadowbrook Bank Drive-Thru-EAST: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 5,000 square foot bank with a drive-thru window. The application was submitted on April 7, 2004 and officially accepted for review on May 4, 2004. Staff comments were issued on July 28, 2004 and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The Commission advised the applicant to revise the application for resubmission and a revised application was submitted on June 14, 2005. The second Planning Commission public hearing was held on August 4, 2005 and on September 1, 2005 the Commission recommended denial by a 7-0 vote. The Council public hearing is tentatively scheduled for October 12, 2005.
5. TLSE-2004-0009 Meadowbrook, Bank Drive-Thru-WEST: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 5,000 square foot bank with a drive-thru window. The application was submitted on April 7, 2004 and officially accepted for review on May 4, 2004. Staff comments were issued on July 28, 2004 and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The Commission advised the applicant to revise the application for resubmission and a revised application was submitted on June 14, 2005. The second Planning Commission public hearing was held on August 4, 2005 and on September 1, 2005 the Commission recommended denial by a 7-0 vote. The Council public hearing is tentatively scheduled for October 12, 2005.
6. TLSE-2004-0010 Meadowbrook, Convenience Store/Gas Pumps: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 7,000 square foot convenience store with 12 gas pumps. The application was officially accepted for review on May 4, 2004. The staff comments were issued on July 28, 2004 and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The Commission advised the applicant to revise the application for resubmission and a revised application was submitted on June 14, 2005. The second Planning Commission public hearing was held on August 4, 2005 and on September 1, 2005 the Commission recommended denial by a 7-0 vote. The Town Council public hearing is tentatively scheduled for October 12, 2005.
7. TLSE-2004-0018 Gatehouse Networks/Edwards Landing: Located along Woods Edge Drive, N.E. at the intersection of Chickasaw Place. The applicant, Gatehouse Networks, requests permission to build a 448 square foot equipment building with three satellite dishes on HOA property. The plans were submitted on June 10, 2004 and were officially rejected on June 22, 2004 due to failure to meet minimum submission requirements. The plans were resubmitted and accepted on September 20, 2004, and staff comments were issued on October 1, 2004. Second submission plans were received on January 28, 2005. Second submission referral comments were forwarded to the applicant on March 14, 2005. The Planning Commission public hearing was held on April 21, 2005. This application has been placed on hold pending

determination of whether the applicant had the proper owner's authorization on the application, and whether the current owner agrees to permit the application to continue.

8. TLSE-2004-0019 Village at Leesburg – Residential Land Bay “A”: Located on the south side of Route 7, east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build 85 apartment units in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, and the second submission was received on November 4, 2004. Staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments were due July 29, 2005. The Town Council public hearing is scheduled for September 27, 2005.

9. TLSE-2004-0020 Village at Leesburg – Parking Garage #1 in Land Bay “A”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 105,000 square foot parking garage in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 at its regular meeting on June 2, 2005 the Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments were due July 29, 2005. The Town Council public hearing is scheduled for September 27, 2005.

10. TLSE-2004-0021 Village at Leesburg – Parking Garage #2 in Land Bay “A”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 70,000 square foot parking garage in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans were received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments were due July 29, 2005. The Town Council public hearing is scheduled for September 27, 2005.

11. TLSE-2004-0022 Village at Leesburg – Parking Garage #3 in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 49,000 square foot parking garage in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was

held on May 19, 2005 and at its regular meeting on June 2, 2005 the Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments were due July 29, 2005. The Town Council public hearing is scheduled for September 27, 2005.

12. TLSE-2004-0023 Village at Leesburg – Parking Garage #4 in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 72,000 square foot parking garage in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments were due July 29, 2005. The Town Council public hearing is scheduled for September 27, 2005.

13. TLSE-2004-0024 Village at Leesburg – Bank with Drive-Thru in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 5,000 square foot bank with 5 drive-thru lanes and an ATM in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments were due July 29, 2005. The Town Council public hearing is scheduled for September 27, 2005.

14. TLSE-2004-0030 Cornerstone Chapel Daycare. Located at 742 Miller Drive. SE. The applicant, trustees of the Cornerstone Chapel, seek to expand existing Special Exceptions 97-01 and 97-08 pursuant to Section 3.4 of the Town of Leesburg Zoning Ordinance to add 3,600 square feet classroom space to the existing structure. First submittal comments were due March 21, 2005 and comments were sent to the applicant on April 28, 2005. Second submission items were received from applicant on May 17 and May 27 and referral comments are due June 24, 2005. A public hearing before the Planning Commission was held July 7, 2005 and at that meeting the Commission recommended approval with conditions by a vote of 5-0. The Town Council public hearing was held on August 9, 2005 and at that meeting Council recommended approval with conditions by a 7-0 vote.

15. TLSE-2005-0003 PetsMart Veterinary Hospital. Located in the Leesburg Plaza Shopping Center at the old K-Mart site, applicant Petsmart, Inc. seeks to obtain special exception approval for a 2,000 sq. foot veterinary hospital within a Petsmart retail store. The application was accepted for review on April 15, 2005. First submittal review comments are due on May 18, 2005. First submittal review comments were sent to applicant on May 19, 2005. Second submission comments were received June 20, 2005 and referral comments were due July 11, 2005. The Planning Commission public hearing was held on September 1, 2005 and at that meeting the Commission recommended approval with conditions by at 7-0 vote. The Town Council public hearing is scheduled for September 27, 2005.

16. TLSE-2005-0002 B&M Motor Cars: Located in the Leesburg Park Shopping Center, the applicant, Vasily Mulyar, seeks to obtain special exception approval for vehicle sales and rental facility in the B-3 District at 911 Edwards Ferry Road comprised of a 4,152 square foot building with four service bays and outdoor vehicle sales area. The application was accepted for review on March 15, 2005. The second submission was received on May 31, 2005, the second submission referral comments were forwarded to the applicant on July 6, 2005 and a third submission was received on August 2, 2005. The Planning Commission public hearing is scheduled for September 15, 2005.

17. TLSE-2005-0005 The Good Shepherd Alliance: Located at 37 Sycolin Road, SE seeks to obtain special exception approval to convert existing office use to a homeless warming center approximately 1,285 square feet in size. The application was submitted for acceptance review and was rejected because the application was incomplete. The applicant is working with staff on a resubmission.

18. TLSE-2005-0004 Carr Tank #2 Water Storage Tower: Located at the northwest quadrant of the intersection of Fort Evans Road and Battlefield Parkway, the applicant, Town of Leesburg Department of Utilities, seeks to obtain special exception approval to construct a 1.5 million gallon elevated water storage tank. The application was accepted for review on July 5, 2005 and first submittal comments were sent to the applicant on August 23, 2005. Staff is awaiting the applicant's second submission.

REZONINGS: 6 ACTIVE

1. TLZM-2003-0005 Waterside at Leesburg: Located north of the terminus of the Dulles Greenway and east of Izaak Walton Park. The applicant, Waterside at Leesburg, LC, c/o ESDC, Inc., seeks to rezone approximately 51.5 acres from R-6, B-2 and B-3 to PRN to permit 196 residential units. The plans were accepted for processing on November 21, 2003, revised plans were submitted on May 4, 2004, and second submission reviews were forwarded to the applicant on August 3, 2004. Staff is currently waiting for plans to be resubmitted. An indefinite extension of the twelve-month review deadline was granted by the applicant and accepted by the Planning Commission on October 26, 2004.

2. TLZM-2004-0001 Meadowbrook: Located on the east side of Route 15, south of the Route 15 Bypass and west of Evergreen Mill Elementary School. The applicant, Centex Homes, seeks to rezone 324 acres from R-1 to PRC (Planned Residential Community) to permit 1,356 dwelling units and 275,000 square feet of commercial uses on the property. The application was officially accepted for review on May 4, 2004, staff comments were issued on July 28, 2004, and staff is currently waiting for plans to be resubmitted. The applicant had indicated a target date of November 15, 2004 for submission of revised plans. The second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. A special work session was held on March 28, 2005 to continue review. Revised plans were received on June 14, 2005 and referral comments are due July 15, 2005. The second Planning Commission public hearing was held on August 4, 2005 and on September 1 the Commission recommended denial by a 7-0 vote. The Town Council public hearing is tentatively scheduled for October 12, 2005.

3. TLZM-2004-0005 Village at Leesburg: Located on the south side of Route 7 east of Cochran Mill Road (old Leesburg Commons property). The applicant, KSI services, Inc., seeks

to rezone 158.45 acres from the I-1 District to B-4 (89.51 acres) and PRC (60.60 acres) to permit 635 residential dwelling units and 1,010,400 square feet of nonresidential uses on the property. The plans were submitted on June 11, 2004 and were officially rejected on June 24, 2004. The plans were resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans were received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005. At its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments were due July 29, 2005. The Town Council public hearing is scheduled for September 27, 2005.

4. TLZM-2004-0007 Cornerstone Chapel Daycare. Located at 742 Miller Drive. SE. The applicant, trustees of the Cornerstone Chapel, seek to amend Proffer #10 of #ZM-58 Richlynn Development, Inc. to reduce a 25-foot side and rear setback to 20 feet in order to permit Cornerstone Chapel to build add 3,600 square feet of classroom space to an existing building. First submittal comments were due March 21, 2005. Comments were sent to the applicant on April 28, 2005. Second submission items were received from the applicant on May 17 and May 27 and referral comments are due June 24, 2005. A public hearing before the Planning Commission was held July 7, 2005 and at that meeting the Commission recommended approval with conditions by a vote of 5-0. The Town Council public hearing was held on August 9, 2005 and at that meeting Council recommended approval with conditions by a vote of 7-0.

5. TLZM-2005-0001 Harrison Park: Located at the northeast quadrant of the intersection of Catoctin Circle and Harrison Street, the property is approximately 11.65 acres in size. The applicant, Mitchell and Best Homes, proposes a mixed use community containing 352 multi-family units with 90 units in the two-over-two configuration that resembles townhouses. And the remaining units located in a vertical mix above the office and retail use, and 74,890 square feet of retail and office space. First review comments were due April 15, 2005. First review comments were sent to the applicant for response on May 5, 2005. A second submittal was received on July 22, 2005 and the second submittal referral comments were due August 24, 2005.

6. TLZM-2005-0002 Oaklawn at Stratford: Request to modify TLZM-1990-0116 concept plan and proffers to revise the transportation improvements schedule and provide for flexible uses per land bay. The application was submitted and rejected because the application was incomplete. The applicant is working with staff on a resubmission.

TOWN PLAN AMENDMENTS: 2 ACTIVE

1. TLTA-2003-0001 Waterside at Leesburg: Located north of the terminus of the Dulles Greenway and east of Izaak Walton Park. The applicant, Waterside at Leesburg, LC, c/o ESDC, Inc., seeks to amend the Transportation Element of the 1997 Town Plan to eliminate the extension of the Dulles Greenway from its interchange with the Route 15 Bypass to Catoctin Circle. The amendment was accepted for processing on November 21, 2003, revised plans were submitted on May 4, 2004, and second submission review comments were forwarded to the applicant on August 3, 2004. An indefinite extension of the twelve-month review deadline was granted by the applicant and accepted by the Planning Commission on October 26, 2004.

2. TLZM-2004-0005 Village at Leesburg: Located on the south side of Route 7 east of Cochran Mill Road (old Leesburg Commons property). The applicant, KSI Services, Inc., seeks to amend the Transportation Element of the 1997 Town Plan to replace the cloverleaf interchange at the intersection of Route 7 and River Creek Parkway with a diamond interchange. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, and the second submission was received on November 4, 2004. Staff review comments were forwarded to the applicant on December 21, 2004. On February 11, 2005 VDOT issued a letter approving the redesign at the interchange to a modified diamond. Revised plans were received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments are due July 29, 2005. The Town Council authorized separating the transportation element amendment to accelerate its review. The Town Council public hearing was held July 26, 2005 and the Town Council recommended approval on August 9, 2005.

ZONING ORDINANCE AMENDMENTS:

ZOAM-2005-0001 Noise Limitations. Council initiated amendments to the Zoning Ordinance at the January 11, 2005 meeting under Resolution No. 2005-07. A public hearing before the Planning Commission was held on June 16, 2005 and at that meeting the Commission recommended approval by a vote of 5-0. The Town Council public hearing was held on August 9, 2005 and a vote is anticipated at the September 13, 2005 meeting.

BOARD OF ZONING APPEALS CASES

None at this time.

BOARD OF ARCHITECTURAL REVIEW CASES

A total of 12 cases were considered at the regular meeting held on August 15, 2005. Eleven cases were approved and one was deferred to the next meeting for additional information. The next regularly scheduled B.A.R. meeting is scheduled for September 19, 2005 at 7:30 p.m.

WATER & SEWER ADMINISTRATION**During this time frame:**

- 86 Public Facility Permits were issued totaling \$877,956.
- 45 work orders were issued for meter sets.
- 46 requests for occupancy inspection were issued.

Capital Projects Update:

- During this period, 22 plans and 12 Verizon permits were received and reviewed with five requests for water and sewer system computer modeling.
- Staff attended several meetings with developers regarding proposed development plans.
- Site work and grading on the Utility Lines Maintenance Building Pad Site 1 was completed by Utility Lines staff saving the Town nearly \$800,000 in cost. The project will now proceed for bidding.
- The Carr Tank No. 2 and Route 643 Tank special exception applications are in process. the Town has issued its comments to the Utility Department for the Carr

Tank and County comments on the Route 643 Tank are expected by the middle of September.

- The Woodlea Manor Booster Station is near completion and should be operational in early October.
- A pro-rata for construction of the Route 643 Tank will be forwarded to Council for approval to re-coup 55% of the cost of construction which benefits the undeveloped properties.

UTILITY LINES DIVISION

Routine Items Include:

- turn on's and off's
- water meter readings
- complaint investigations
- rodding & cleaning sanitary sewer trouble spots
- marking water and sewer lines for contractors and citizens
- vehicle and ditch maintenance
- bush hogging
- flushed the Lawson Road, and Route 643 zone
- flushed hydrants downtown for August Court Days
- flushed schools, Leesburg Airport and Riverside Parkway
- performed sanitary sewer cleaning in SW 6
- cut roots in sewer main on Valley View and Belmont Drive

Summary Programs

- Performed complete maintenance on 120 fire hydrants.
- 25 new connections to the town utility system
- 6 water leak repairs
- 1642 requests to locate utilities

TOWN OF LEESBURG

Full-time vacancies as of August 1, 2005

Department		Position Title	Date of Vacancy	Ad Placed	Apps Rcvd	Prelim Interview	Final Interview	Offered	Accepted
Airport	1	Director	8/18/05	√	√				
OCPM	1	Admin. Assoc. II	7/1/05	√	√	√	√	√	
Eng & PW	1	Traffic Tech	6/6/05	√	√	√	√		
	1	Senior Engineer (Plan Review)	7/14/05	√	√				
	2	Maint. Worker. I (Streets)	7/22/05	√	√	√			
	1	Maint. Worker I (Buildings)	7/28/05	√	√				
	1	Technician II (Fleet Maintenance)	8/18/05	*Internal Recruiting					
Executive	1	Mgmt. Specialist	7/1/05	√	√	√	√	√	√
	1	Exec. Associate I	7/8/05	√	√				
Human Resources	1	HR Director	6/30/05	√	√				
Planning & Zoning	1	Planner	3/18/05	√	√	√	√		
Parks & Rec	1	Custodian	8/26/05	√					
	1	Front Desk Supervisor	7/29/05	√	√	√	√	√	
	1	Asst. Program Supvr./Outreach Program	8/05	√	√				
Police	5	Police Officer I*	4/7/05	√	√				
	1	Crime Scene Specialist	7/1/05	√	√				
	1	Admin. Services Coordinator	7/1/05	√	√	√	√		
Balch Library	1	Library Archives Specialist	7/5/05	√	√	√	√	√	√
Utility Lines	1	Office Associate I	5/6/05	√					
	1	Utility Lines Inspector	8/19/05	Internal Recruitment	√				
	1	Maintenance Worker II	8/26/05	√	√				
Total	26								

*Please note that the Police Dept. has hired four new officers. There is still one open position from FY05, plus three additional positions that have been approved in the FY06 Budget.

John A. Wells